



DEPARTMENT OF PERSONNEL

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MEMO PERD #11/00

April 24, 2000

TO: Personnel Commission Members
Department Directors
Division Administrators
Personnel Liaisons
Personnel Representatives
Designees for Rules Distribution
Employee Representatives

FROM: Jeanne Greene, Director
Department of Personnel

SUBJECT: REGULATION CHANGES

The regulation changes included with this memorandum are being proposed for adoption at the June 16, 2000, Personnel Commission meeting. This meeting will be held at 9:30 a.m. at the Grant Sawyer State Office Building, 555 East Washington Avenue, Suite 4412, Las Vegas, Nevada and by teleconference at the Legislative Building, 401 South Carson Street, Room 3138, Carson City, Nevada.

In order to review the proposed changes in the regulations and solicit comments from interested persons, a workshop will be held at 9:30 a.m. on May 16, 2000, at the State Library and Archives, Board Room, 100 N. Stewart Street, Carson City, Nevada. An informational note precedes each regulation which explains the nature and purpose of the proposed change to the regulation.

Please be advised, the proposed amendment to NAC 284.5811 changes the 12-month period for designating leave under the Family and Medical Leave Act (FMLA) from a calendar year basis to a "rolling" 12-month period measured backward from the date an employee uses any approved leave under the FMLA. To change the 12-month period, the FMLA specifies that an employer is required to give at least 60-days notice to all employees before the change becomes effective. The transition must take place in such a way that the employees retain the full benefit of 12 weeks of leave under whichever method affords the greatest benefit.

Please circulate or post the enclosed *Notice of Workshop to Solicit Comments on Proposed Regulations* and *Notice of Hearing* along with the *text of the proposed regulations*, or otherwise notify your employees.

JG:cp

Enclosures